

## Wing Parish Council

### Minutes of the Parish Council Meeting on Tuesday 28<sup>th</sup> November 2017.

Present: Councillors Mrs L Stuart (Chair) Ms S Roe , Mrs C Hellgren-Derry, Mr John Hughes, Mr John Benson, Mr John Lomas, Mr Mark Kelly, Mrs Louise Crush, Mrs V Day and Mr G Lloyd Wakefield  
County & District Councillor: Netta Glover, Clive Parish & 11 members of the public.

719. Public Question Time	The Parish Council were asked about the progress of the tree survey on the Recreation Ground. Councillor Stuart informed them that she had met with a tree consultant who had stated that the trees would be surveyed by AVDC as part of the planning application process and there was therefore no need to have a separate survey completed.
720. (a) To formally approve co-option of G L Wakefield (b) To Receive Declaration of Acceptance of Office (c) To receive Register of Interests (d) To receive apologies for absence (e) Declaration of Interests (f) To approve Minutes	(a) It was PROPOSED SECONDED and UNANIMOUSLY APPROVED that Gregory Lloyd Wakefield be co opted on to the Council. Councillor Lloyd Wakefield was welcomed to the meeting. (b) The Clerk confirmed the receipt of the signed Declaration of Acceptance of Office. (c) The Clerk confirmed receipt of the Register of Interests. (d) Apologies were received from Councillor H McGwyre. (e) None (f) It was PROPOSED SECONDED and UNANIMOUSLY APPROVED that the minutes of the meeting held on 31 <sup>st</sup> October 2017 were a correct record and were signed by the Chairman.
721. Report Netta Glover	a. County and District Councillor's Report The full report would be included in What's on in Wing.
722. (a) Clerks Report and Correspondence (b) Councillors Reports (c) Committee Reports – To approve the minutes of the Finance & HR Committee (d) Consultation Documents (e) Planning Applications	(a) The Clerk gave the following report to the meeting: <b><u>Clerks Report</u></b>  <u>Agenda</u> – The Clerk reported that this had been changed in line with new Data Protection regulations being introduced next year. Residents would no longer have their names recorded in the minutes under Public Time and the Clerk would no longer name residents when discussing agenda items.  <b><u>Action taken since last meeting</u></b>  715 – Meeting with Matt Whincup (Bucks CC) – <i>The meeting had been arranged for Wednesday 14<sup>th</sup> February at 10.30am</i>  717 (c) – This had been discussed under Public Time.  717 (d) – The work had been completed and invoice submitted for payment.  718 (d) – This had been arranged for Tuesday 12 <sup>th</sup> December at 8.30pm – Finance and HR prior to PC Meeting at 7.15pm both being held in Wing Library  <b><u>New Items</u></b>  Ivor Collins has cut the cleared the perimeter hedge on the Recreation Ground. He has asked whether the small trees & ivy should also be cut back. It was agreed this work was not required.

### Library surgery queries

Resident in Aylesbury Road complaining about overhanging foliage from neighbouring property – Councillor Lomas to check whether these trees were the responsibility of a property in Aylesbury Road. It was agreed to locate the house owner and write to them asking them to cut back the foliage.

Resident in Moorland asked whether anything could be done about cars parking outside cottages in Stewkley Road. It was very difficult to turn out of Moorlands onto Stewkley road in the morning as the parked cars outside the cottages and on the right hand side of Stewkley Road (coming from the roundabout) only left a single lane for traffic which was continuous am and pm. This had been passed to Councillor Glover and County Council Highways.

### Correspondence

- BALC – INFORM Luton Airport Newsletter – Noted.
- BALC – Various notifications of road closures - Noted
- Copy email from N Glover inform PC that Ascott Estate have agreed to clear brambles on ROW pathway from land behind houses in Aylesbury Road going towards Mentmore - Noted
- NBPCC – Notice of Special Meeting 15/11 - Noted
- AVDC – Local Plan pre submission info - Noted
- Website enquiry – resident in High Street Concerned about possible speed humps being installed in High Street – This had been replied to stating that the parish Council did not intend to request that speed humps be installed.
- Small Woods – Newsletter October 2017 - Noted
- Notice of Great Brickhill, Wing & Ivinghoe Traffic Calming sub group meeting 8/11 - Noted
- Wing Village Hall – Notice of AGM 27/11 - Noted
- Notice of Bucks Parish Liaison Meeting 29/11 - Noted
- BALC – Weekly updates – Noted

(b) Councillor Lomas reported on the recent LAF Traffic Sub Committee meeting held in Mentmore. Items that had been discussed were speed humps which were not being found to be very effective, Speed Indicator signs (smiley/sad face) being installed in villages, the continuing problem of HGV's. Discussion also took place over the application from Wing PC for matched funding to undertake a traffic calming feasibility study and it was agreed this needed to be looked into further. He reported the most recent MVAS data. The MVAS had been located outside 41 High Street for the last 19 days (which included half term) and it had recorded 1770 cars doing an average speed of 19.7 mph. It was then moved closer to Castle Mound and it had recorded 2548 cars doing an average speed of 22.3 mph.

Councillor Hellgren-Derry reporting on the dog fouling sub- committee meeting and the continuing issue of posters and signs being vandalised and destroyed or stolen. Discussions had taken place over the best location for signs, the use of the AVDC dog warden. Further complaints had been received about dog fouling in Jubilee Green and dog owners letting their dogs run loose early am or late at night. It was agreed to discuss this further.

(c) None

	<p>(d) Boundary Review – Councillor Glover reported that this was going to Parliament early in 2018 and was unlikely to be passed.</p> <p>AVDC Local Plan – The Parish Council did not have any comments to submit.</p> <p>(e) None</p>																																																									
<p>723. Recreation Ground Project Update (a) Update on planning application (b) Update on tree survey</p>	<p>(a) It was reported that the application had been submitted and fees paid. It was now showing on the AVDC Planning website and the Parish Council should receive official notification in due course.</p> <p>(b) This had been discussed under Public Time.</p>																																																									
<p>724. Finance (a) Accounts for Payment (b) Balances (c) Discuss and approve payment to Martin Grant Homes for work in Long Spinney (d) To approve purchase of capacity hand pumped back sprayer</p>	<table border="1" data-bbox="355 600 1442 1547"> <thead> <tr> <th>Payee</th> <th>Description</th> <th>Pay't Method</th> <th>Amount (£)</th> </tr> </thead> <tbody> <tr> <td>AVDC</td> <td>Planning Fees Recreation Ground</td> <td>electronic</td> <td>£ 577.50</td> </tr> <tr> <td>Wing Village Hall Inv 104251</td> <td>Library sessions &amp; Storage</td> <td>electronic</td> <td>£ 101.20</td> </tr> <tr> <td>Wing Village Hall Inv 104252</td> <td>Hall Hire</td> <td>electronic</td> <td>£ 35.20</td> </tr> <tr> <td>E.on</td> <td>Electricity November</td> <td>D/D</td> <td>£ 300.83</td> </tr> <tr> <td>Joanna Craig</td> <td>Website Development/Hosting</td> <td>D/D</td> <td>£ 84.60</td> </tr> <tr> <td>Giffin Couch &amp; Archer</td> <td>Final Bill</td> <td>electronic</td> <td>£ 540.00</td> </tr> <tr> <td>Quills</td> <td>10 copies Neighbourhood Plans</td> <td>cheque</td> <td>£ 107.10</td> </tr> <tr> <td>Limited Odd Jobs (J Langley)</td> <td>Work to clear overgrowth JG</td> <td>electronic</td> <td>£ 180.00</td> </tr> <tr> <td>Contracts and Salaries</td> <td>Clerks Salary Oct/Nov, Expenses/Office Costs/Stationery, Printing &amp; Training, Outgoing Clerks salary, Litter collection, general maintenance</td> <td>electronic</td> <td>£ 3,576.23</td> </tr> <tr> <td>Goldleaf Groundcare</td> <td>Grass Cutting</td> <td>SO</td> <td>£ 288.96</td> </tr> </tbody> </table> <p>(b)Balances @ 27/11/17</p> <table data-bbox="703 1570 1289 1742"> <tr> <td>HSBC Community a/c</td> <td>4,214.67</td> </tr> <tr> <td>HSBC BMM a/c</td> <td>147,059.21</td> </tr> <tr> <td>HSBC Long Spinney a/c</td> <td>159.85</td> </tr> <tr> <td>HSBC War Memorial a/c</td> <td>£ 5,148.16</td> </tr> <tr> <td></td> <td><b>£156,581.89</b></td> </tr> </table>				Payee	Description	Pay't Method	Amount (£)	AVDC	Planning Fees Recreation Ground	electronic	£ 577.50	Wing Village Hall Inv 104251	Library sessions & Storage	electronic	£ 101.20	Wing Village Hall Inv 104252	Hall Hire	electronic	£ 35.20	E.on	Electricity November	D/D	£ 300.83	Joanna Craig	Website Development/Hosting	D/D	£ 84.60	Giffin Couch & Archer	Final Bill	electronic	£ 540.00	Quills	10 copies Neighbourhood Plans	cheque	£ 107.10	Limited Odd Jobs (J Langley)	Work to clear overgrowth JG	electronic	£ 180.00	Contracts and Salaries	Clerks Salary Oct/Nov, Expenses/Office Costs/Stationery, Printing & Training, Outgoing Clerks salary, Litter collection, general maintenance	electronic	£ 3,576.23	Goldleaf Groundcare	Grass Cutting	SO	£ 288.96	HSBC Community a/c	4,214.67	HSBC BMM a/c	147,059.21	HSBC Long Spinney a/c	159.85	HSBC War Memorial a/c	£ 5,148.16		<b>£156,581.89</b>
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	<p>The Clerk was asked to query the Giffin Couch and Archer payment as this was 50% higher than the original estimate. They would be asked what additional work had been undertaken to incur the additional cost.</p> <p>(c) This would be discussed under agenda item 7(d)</p> <p>(d) It was PROPOSED SECONDED and UNANIMOUSLY APPROVED to purchase the capacity hand pumped back sprayer.</p>																																																									
<p>725. Items for discussion (a) Boundary</p>	<p>(a) This had been discussed under Clerks Report</p> <p>(b) This had been discussed under Clerks Report</p> <p>(c) It was PROPOSED SECONDED and UNANIMOUSLY APPROVED to ADOPT and APPROVE</p>																																																									

<p>Review  (b) AVDC Local Plan  (c) To approve new and revised policies  (d) to acknowledge Friends of Long Spinney and support funding application  (e) Open Space Land Agreement  (f) Website  (g) Request for Memorial Bench in Recreation Ground  (h) Data Protection</p>	<p>the following new and revised policies:</p> <ul style="list-style-type: none"> <li>○ Code of Practice for Handling Complaints</li> <li>○ Equality &amp; Diversity Policy</li> <li>○ Public Participation at Meetings Policy</li> <li>○ Safeguarding Children and Vulnerable Adults Policy</li> <li>○ Standing Orders</li> </ul> <p>(d) Discussion took place over the funding application being submitted by Friends of Long Spinney under the Parish Council umbrella. Malcolm Oliver explained that there was a requirement to build 2 bridges to allow pedestrian and vehicular access across the water into the woodland. This would also then open it up to visitors with disabilities. It was agreed that this project could be funded out of the balances from the Neighbourhood Plan funding. It was PROPOSED SECONDED and APPROVED (with 1 abstention) that the Parish Council would fund this project up to an amount of £4700.</p> <p>(e) Following the letter from the solicitor asking if the Parish Council wished to undertake any searches on the triangle of land next to Long Spinney being purchased for £1 from Martin Grant Homes it was PROPOSED SECONDED and UNANIMOUSLY APPROVED to go ahead with the land purchase and to ask Martin Grant Homes to confirm that Land Registry checks had been undertaken.</p> <p>(f) Website –It was agreed to try and arrange training before Christmas so that the administration could be taken over by the Parish Council. Clive Parish was thanked by the Parish Council for all his work on behalf of the Council in the setting up of the website and the continuing administration.</p> <p>(g) It was PROPOSED SECONDED and UNANIMOUSLY approved to allow a memorial bench to be placed on the Recreation Ground. It was agreed it might be best to wait until the outcome of the planning application was known and if/when the work would be completed.</p>
<p>726. Resolution</p>	<p>At this point in the meeting a resolution was passed to exclude the press and public from the meeting in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960 for the following items of business on the grounds that they may involve the likely disclosure of confidential and exempt information.</p>
<p>727. To discuss and approve tenancy agreement Heleys Field</p>	<p>It was agreed to write to Mr Heley before the tenancy agreement was approved and signed.</p>

Date of Next Meeting: 12<sup>th</sup> December , 8pm, Wing Community Library.